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C-A OPERATIONS PROCEDURES MANUAL

16.4.1 C-AD Facility Tour Requirements

Note: This document was formerly a C-A Group Procedure. The content of the group procedure was reviewed by the Technical Supervisor. All approvals and/or issue dates of the original group procedure are maintained for present use.

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
_____	_____	_____	_____
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Approved: _____ Signature on File _____
Collider-Accelerator Department Chairman Date

W. Anderson

Collider Accelerator Support Group
Procedure A.1.0
Original Issue Date: 10/30/00
Revision 00

FES PROCEDURES AND INSTRUCTIONS

DATE: October 30, 2000

ISSUED BY: W. Anderson

SUBJECT: CAD Facility Tour Requirements

1. Purpose:

- 1.1 To provide the CAS operations group with instructions and guidelines for satisfying the requirements of the C-AD Facility Tour.
- 1.2 To provide for the notification of other affected personnel.

2. Responsibilities:

- 2.1 The CAS Coordinator shall implement this procedure each shift outside the normal work week (17:30-05:30 shift Monday thru Friday, weekends and holidays).

Note

The coordinator may waive this requirement when the operational workload has become a priority.

3. Prerequisites:

None

4. Precautions:

None

5. Procedure:

- 5.1 Tour the C-AD facility and issue a work order or take immediate corrective actions for encountered deficiencies. The following are some examples of these deficiency checks.
 - 5.1.1 Building Facilities
 - Steam, water and air leaks
 - Rectifier house exhaust fans problems
 - Burned out lighting fixtures, exits signs etc.
 - Areas requiring snow removal or deicing
 - Areas requiring clean up
 - Heating or air-conditioning systems problems.
 - Obvious safety violations (unposted open trenches, trip hazards, broken ladders, unsecured gas cylinders, obstructed egress etc.)

5.1.2 Power Supplies

- Failure annunciates
- Dirty filters
- Broken meters
- Burned out indicator lamps
- Unusual noises
- Signs of over-heating
- Missing cubical panels

5.1.3 Accessible Magnets and Pump Stations

- Water leaks
- Burned out warning sign lamps
- Deteriorated hoses (cracking, corrosive fitting)
- Unusual noises (excessive beam pipe vibration)
- Cooling water filter systems for signs of filter bag deterioration

5.1.4 Vacuum Systems and Accessible Pumps

- Unusual pump noises
- Pump out-gassing

5.2 Perform special watches that have been assigned.

5.3 Report all deficiencies to the shift coordinator.

6. **Documentation:**

6.1 FES Work Orders issued 6.2 CAS Work Control Log

7. **References:**

None

8. **Attachments:**

8.1 Example of Typical Tour Sheet.

Attachment 8.1

CAS WATCH TOUR

Date: _____

Completed By: _____

Do a tour once an evening shift and once each shift over the weekends and holidays. Check for unusual sound, hazards, water leaks, temperatures, inoperable lighting, etc., and anything out of the ordinary. If so, add a comment number and make a comment in the e-log as well as at the bottom of this tour sheet.

BUILDING/ AREA		TIME CHECKED	COMMENT
928	SIEMENS MG PS		
929	RF PS		
911	MCR - not necessary if MCR on shift		
911	WESTINGHOUSE AREA I PUMP ROOM		
912	EXPERIMENTAL FLOOR AREAS		
1004B	RHIC PS BUILDING		
1004A	RHIC RF SUPPORT BUILDING		
1002	BRAHMS SUPPORT BLDGS.		
1012A	SUPPORT BLDG.		
1010A	PHOBOS SUPPORT BLDGS.		
1010B	PHOBOS EXP. HOUSE -- LOCKED		
1008	PHENIX AREA BLDGS. I EXP. HALL		
1008B	PHENIX PS BLDG.		
1007W	BLUE RING INJECTION BLDG.		
1006	STAR EXP. WIDE ANGLE HALL, AND SUPPORT BUILDINGS		
1005E	YELLOW RING INJECTION BLDG.		
1000P	W-LINE PS BLDG.		
914	AGS BOOSTER		
958	NSRL EXP. BLDG. - LOCKED (when not running)		
957	NSRL PS BLDG.		
930A	BOOSTER MAIN RING PS		
930	LINAC UPSTAIRS & DOWNSTAIRS		
CABLE COMPOUNDS	SECURED		
YARDS AT 5 TH AVE.	SECURED		
912 DOORS	ROLL-UP DOORS CLOSED		
974 DOORS	ROLL-UP DOORS CLOSED		
FORK-LIFT KEYS	REMOVE ANY KEYS FOUND IN FORK-LIFTS		

COMMENTS: _____
